



Indiana Department of Homeland Security

District Programs Information Bulletin

Date: November 29, 2010

Bulletin No: 10-028

TO: All District Administrative Coordinators
All District Coordinators
All District Fiscal Agents
All District Planning Council Members
All District Planning Oversight Committee Members
All District Response Task Force Commanders
All Emergency Management Directors

From: Randal A. Collins
District Services Branch Director, Field Division
Indiana Department of Homeland Security

Subject: 2009 & 2010 SHSP District Response Task Force Equipment Grant
Guidance

Purpose

The purpose of this bulletin is to define the 2009 and 2010 State Homeland Security Program District Response Task Force Equipment grant guidance.

Grant Awards

The following grant allocations were made based upon the recent DRTF Assessments that were conducted. In an effort to streamline funding in preparation for National Level Exercise 2011 and to reduce workload, the 2009 and 2010 funding was pooled together and assessment amounts were doubled. This means that there will not be a second round of funding as previously planned. The next round of funding for DRTF equipment will be done with any allotted 2011 SHSP funds.

District 1	\$192,000	District 6	\$205,000
District 2	\$178,600	District 7	\$192,000
District 3	\$155,400	District 8	\$127,200
District 4	\$183,000	District 9	\$185,000
District 5	\$208,000	District 10	\$199,000

Grant Administration

The funding is currently provided in the Indiana Grants Management System under each districts identified fiscal agent. Grant proposals with associated budgets will need to be created and approved by February 1st, 2011. The IDHS project manager will review and approve proposals and budgets within three days of submission. IDHS Grants Management will review and approve submissions within one week of the project manager's approval.

The proposals should have appropriate goals and objectives listed and also serve as a spending plan to follow. The proposals should also be tied to the Indiana State Strategy for Homeland Security, the National Preparedness Guidelines, and the Target Capabilities List.

Budget

Management and Administration funding is allowed up to 3% for fiscal agents.

All other expenditures should be in equipment only and based upon the Authorized Equipment List (AEL) found at www.rkb.us.

Districts must use these funds on core elements of the DRTF only and only include items found on the DRTF Initiative equipment lists. (Note: There are a few items in the DRTF core element equipment lists that are not authorized under the USDHS AEL. Districts should attempt to resource those items by other means.)

Districts will not be permitted to budget other items outside of the DRTF Equipment Lists or for supplementary elements until the IDHS field Services Division has approved a variance. Variances will only be granted once IDHS has verified that each DRTF Core Element is fully resourced per the DRTF Equipment List. (Note: Items not permitted by the USDHS AEL will not be counted against identified gaps.)

Performance Period

All districts are expected to have completed purchases no later than 10 months from the sub-grant agreement being fully executed. Extensions will only be granted on a case by case basis, must have strong justification and are strongly discouraged.

More Information

DRTF Equipment Lists and DRTF Initiative guidance may be found at www.in.gov/dhs/districtprograms.htm

Questions

Any questions pertaining to this information bulletin may be submitted to Randal Collins, District Services Branch Director, Rcollins@dhs.in.gov, 317-238-1762.